

Fire Battalion Chief - 4461

Primary Reason Why Classification Exists

To serve as a shift commander and manage and direct the work of firefighters and related emergency service personnel in three stations on an assigned 24 hour shift

Distinguishing Features of the Class

An employee in this class is responsible for planning and supervising the activities and response requirements of fire suppression and emergency response personnel for three (3) stations during a 24 hour shift work schedule. Emphasis of the work is on management of personnel, serving as incident commander, resolving employee relations issues, communicating new policies and procedures, overseeing the maintenance of equipment, maintenance of budgets, teaching fire related classes to officers, investigating fires, and other related work. An employee in this class is the first level of management in the department and exercises significant independence of action, discretion, and judgment in the department's response to emergency situations. Work is performed under the general supervision of a Deputy Fire Chief or Fire Chief and is evaluated on the basis of individual and team performance objectives, observation, reports, and quality and quantity of work performed.

Illustrative Examples of Work

- Serves as on-scene commander during suppression activities; determines or approves tactics and strategies to suppress fires, time management, and work of personnel at the fire scene
- Supervises employees on a shift; makes employee assignments to apparatus, authorizes leave and overtime, and calls in support personnel as required; requests mutual aid from other agencies as needed for emergencies
- Conducting staff meetings and resolves personnel issues; provides training to subordinate personnel to enhance or retain skills and meet state requirements for training each year
- Reviews fire department policies and procedures and communicates changes to personnel
- Makes requests for replacement of personal protective equipment (turn-out gear) as well as all types of personal and station specific equipment and tools
- Provides fire incident information to the media; promotes positive communications and public relations about the city and the fire department
- Completes reports on training, accidents, fires, maintenance, and other areas as needed
- Attends lectures, studies manuals, participates in fire drills, and applies modern fire suppression techniques to maintain and develop skills; studies street, hydrant, and building locations
- Supervises maintenance and service of equipment by fire staff including checking and filling self-contained breathing apparatus, washing and waxing trucks, checking batteries, checking fuel and oil levels, and inspecting hose and connections for damage and wear
- Determines cause of fire and investigates suspicious fires; preserves evidence; notifies other public safety agencies as needed; documents any code violations
- Serves as a management representative for the City in absence of senior management; conducts or arranges tours of facilities with the public, school groups, and other parties
- Performs related work as required

Knowledge, Skills, and Abilities

- Thorough knowledge of city geography, street locations, and hydrant locations
- Thorough knowledge of current firefighting practices and procedures

- Thorough knowledge of firefighting hazards and related safety precautions
- Knowledge of principles and practices of supervision and management of human resources
- Ability to take command of emergency situations, determine the method of suppression, and supervise personnel performing suppression activities ensuring proper procedures and safety
- Ability to supervise personnel at different locations throughout the city; ability to plan and present on-going training of personnel to ensure readiness and meet state requirements
- Ability to establish and maintain effective working relationships with other fire department employees, other city employees, and the general public
- Ability to conduct fire prevention/ fire safety training from school age children to senior adults
- Ability to represent the city fire department in a positive and professional manner
- Skill in operating fire apparatus such as trucks, pumps, levers, hoses, radios and firefighting tools such as pry bars, axes, nozzles, air packs, fans, shovels, rakes, sledge hammers, jaws-of-life or other extraction tools, defibrillator, engine trucks, and other tools and equipment

Physical Requirements

Work in this position is characteristically supervisory in nature. However, depending upon the circumstances of any fire related call the employee may be exposed to some of the same physical requirements of other fire employees which is heavy work requiring exertion of in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. Employee must have the physical stamina to endure the rigors of intensive firefighting and salvage work. Employee must have the visual acuity to be the operator of a truck and other equipment and be able to distinguish colors and see peripherally in both eyes.

Working Conditions

Work in this position is characteristically supervisory in nature. However, depending upon the circumstances of any fire related call the employee may be subject to both inside and outside environmental conditions including exposure to extreme heat (above 100 deg F) and extreme cold (below 32 deg F). Employee is subject to noise, vibration, and hazards including a variety of physical conditions such as proximity to moving mechanical parts, electrical current, working in high places, exposure to high heat, and exposure to chemicals. Employee is subject to atmospheric conditions that affect the respiratory system of the skin including oils and greases and is also required to wear a respirator or self-contained breathing devices in certain instances. Employee frequently works in close quarters and areas which could cause claustrophobia. Employee may be exposed to blood or blood-borne pathogens when providing emergency medical services. At times the work is performed in conditions of extreme temperatures and danger for prolonged periods of time during which time one's vision may be partially or totally obscured. Work is often performed under emergency conditions and frequently involves personal hazard.

Education

Graduation from high school or GED equivalency and completion of an Associate's degree in fire science technology or related field

Experience

At least 7 years work experience in fire suppression, five (5) of which must have been at the level of a Fire Captain or equivalent supervisory position

Special Requirements & Certifications

- NC Non-Commercial Driver's license (Class B)
- Certified as an Emergency Vehicle Operator
- Certified as a NC Firefighter; EMT-B
- Level I Fire Service Instructor; Level II Fire Officer
- Certified in working with and managing Hazardous Materials (Haz-Mat)
- Other certifications as may be required to operate specific fire service vehicles

FLSA Status: Exempt-Executive (primary duty is management of a customarily recognized department or subdivision of the City; customarily and regularly directs the work of two or more full time equivalent employees; and has the authority to hire or fire employees or whose suggestions and recommendations as to hiring, firing, advancement, promotion or other change of status of other employees are given particular weight)

Disclaimer

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Physical Requirements and Working Conditions section of this classification may vary from position to position and a more thorough description of these elements can be found in the employee's Position Analysis Questionnaire (PAQ). The employer reserves the right to assign or otherwise modify the duties assigned to this classification.

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